

ATTACHMENT 1

To: WUE Subcommittee Members
From: Tom Gohring, WUE Program Manager
Date: June 17, 2002
Re: Background Materials

Attached are two background documents related to the Water Use Efficiency Subcommittee. Attached please find:

- Final Description of the Water Use Efficiency Subcommittee (*updated to reflect discussions during the March 6, 2002, Subcommittee Meeting*)
- Key Outcomes Memorandum for March 6, 2002, Subcommittee Meeting

These documents are provided as background materials and are not expected to be discussed at-length during the Subcommittee's June 24 meeting. One additional background document – an updated roster – will be distributed as a handout.

Description of the
Water Use Efficiency (WUE) Subcommittee
of the California Bay-Delta Public Advisory Committee

Introduction

The CALFED Record of Decision (ROD), published in August, 2000, called for creation of a public advisory committee for Water Use Efficiency:

“The Department of the Interior will create a public advisory committee, as part of the new FACA [Federal Advisory Committee Act] committee, to advise State and Federal agencies on structure and implementation of assistance programs, and to coordinate Federal, State, regional and local efforts for maximum effectiveness. We anticipate that this advisory committee will include representatives of the agricultural, urban, and recycling steering committees, local agencies, and local farm worker organizations. The advisory committee will be established by December 2000.”

At its first meeting on December 5, 2001, the Bay-Delta Public Advisory Committee created the WUE Subcommittee and named Frances Spivy-Weber and David Guy as co-chairs.

This document describes WUE Subcommittee’s mission, composition, member selection, duties, meeting protocols and anticipated work products.

CALFED Bay-Delta Program Water Use Efficiency Element

The Water Use Efficiency (WUE) Program Element includes actions to assure efficient use of existing and any new water supplies developed by the Program. Efficiency actions can alter the pattern of water diversions and reduce the magnitude of diversions, providing ecosystem benefits. Efficiency actions can also result in reduced discharge of effluent or drainage and improved water quality.

Actions to be performed by the WUE Program Element include but are not limited to:

- Implement agricultural and urban conservation incentive programs to provide grant funding for water management projects that will provide multiple benefits which are cost-effective at the state-wide level, including improved water quality and reduced ecosystem impacts.
- Implement water recycling incentive programs to provide grant funding for projects, studies and removal of barriers to implementation that will provide multiple benefits which are cost-effective at the statewide level, including improved water quality and reduced ecosystem impacts.

- Identify, in region-specific strategic plans for agricultural areas, quantifiable objectives to assure improvements in water management.
- Expand State and Federal programs to provide increased levels of planning and technical assistance to local water suppliers and recycling agencies.
- Review, analyze and refine CALFED projections for WUE aggregate acre-feet of implementation savings and recycled water production.
- Work with the Agricultural Water Management Council (AWMC) to identify appropriate agricultural water conservation measures, set appropriate levels of effort, and certify or endorse water suppliers that are implementing locally cost-effective feasible measures.
- Work with the California Urban Water Conservation Council (CUWCC) to establish an urban water conservation BMP certification process and set appropriate levels of effort in order to ensure that water suppliers are implementing cost-effective feasible measures.
- Convene an independent review panel on appropriate measurement. This panel will provide guidance that will help define appropriate measurement as it relates to surface and groundwater usage. The panel will prepare a consensus definition of appropriate measurement by the end of 2001. At the completion of this stakeholder/technical process, CALFED Agencies will work with the California State Legislature to develop legislation for introduction and enactment in the 2003 legislative session requiring the appropriate measurement of all water uses in the State of California.
- Advise CALFED on the development and implementation of WUE assurance processes. These processes include Urban BMP Certification and agricultural milestones.

Mission and Objectives of the WUE Subcommittee

The mission of the Water Use Efficiency Subcommittee is to provide recommendations to the CALFED Policy Group and agencies through the BDPAC on planning and implementation of the CALFED Water Use Efficiency element, as described in the Record of Decision, through the completion of Stage 1.

In this regard, the WUE Subcommittee will provide recommendations and guidance in several areas. The WUE Subcommittee is expected to deliberate on the following topics and elevate them to the BDPAC for discussion and final decision [WUE Subcommittee deadline in brackets]:

1. WUE Finance Proposal (including recommendations for distribution of funding across WUE component [December 2002])

2. Establish Agricultural WUE Milestones Comprehensive and supportable assurances of high agricultural water use efficiency [by July 2002]
3. A consensus definition of appropriate measurement of water use [by 12/31/02]
4. A recommendation on a credible, draft certification process (“framework”) for urban BMPs [July 2002; implementation-related issues, such as Program-wide balance, to be addressed within BD-PAC]
5. Methods and approaches for integrating WUE with the CALFED Science Program (including development of performance measures and adaptive management methods for WUE) and CALFED’s water management strategy [to BDPAC in mid-2003]
6. Comprehensive 4-year WUE evaluation [July 2004]

In addition, the WUE Subcommittee is expected to discuss the following topics and provide general reports to the BDPAC:

- Selection criteria and priorities for incentive program (Loans and Grants) [ongoing through Stage I; initial deadline: mid-2003]
- Emphasis, priorities, and general approach to technical assistance and research [ongoing through Stage I; initial deadline: mid-2003]
- A process for refining Quantifiable Objectives [ongoing through Stage I; initial deadline: mid-2003]
- A framework to evaluate the cost effectiveness of urban BMPs and an appropriate definition of “At Least As Effective As” for implementing urban BMPs [ongoing through Stage I; initial deadline: mid-2003]
- Methods and approaches for coordination among CALFED agencies [ongoing through Stage I; initial deadline: mid-2003]
- Review of CALFED annual report on WUE [ongoing through Stage I; initial deadline: July 2002]
- Provide a forum for exchange of ideas with agencies and other interests [ongoing through Stage I; initial deadline: mid-2003]

Duties and Scope

The duties of the WUE Subcommittee will be solely advisory. WUE Subcommittee will provide advice and policy recommendations, in the form of advisory statements or documents, to the BDPAC with copies to the CALFED Policy Group. Advice and policy recommendations will incorporate and/or be responsive to input received from the WUE Subcommittee members, subcommittees, and workgroups, CALFED agency staff, CALFED Policy Group, and the BDPAC. Policy Group, BDPAC, and the WUE

Program Manager may provide direction to and ask the WUE Subcommittee to address issues related to its mission and objectives. The WUE Subcommittee may request and receive feedback from Policy Group and BDPAC on advisory statements and documents.

Subcommittees and Work Groups

The WUE Subcommittee is not expected to have standing subcommittees or work groups. However, the WUE Subcommittee may request and receive information from ad hoc work teams that are assembled by either the WUE Subcommittee co-chairs or WUE Program Manager. A brief description of the two types of ad hoc work teams is provided below.

- “Co-Chair Work Teams” are expected to be assembled by the WUE Subcommittee co-chairs to provide the full WUE Subcommittee with a preliminary set of opinions or analyses related to a pending issue. (For example, the WUE Subcommittee co-chairs are intending to convene a Co-Chair work team to review and consider staff recommendations related to WUE Program assurances.) The membership of a Co-Chair work team will be drawn primarily from the full WUE Subcommittee, though other stakeholders may be asked to participate. Meetings of Co-Chair work teams will be noticed in advance and open to the public.
- Staff work teams are expected to be assembled to provide an informal forum for stakeholders to provide individual advice or conduct fact-finding on selected topics. (For example, the WUE Program Manager has assembled a staff work team to provide individual advice on agricultural WUE assurances.) Staff work teams are not required to be publicly noticed, though it is the WUE Program’s intent to involve interested members of the affected stakeholder communities, CALFED agencies and public.

Membership

Membership, as a whole, will be both balanced and diverse. Consistent with the ROD, the WUE Subcommittee will include representatives of the existing WUE Ad Hoc Committee.

Selection criteria for the WUE Subcommittee membership shall include:

- Familiarity with CALFED Program
- Working knowledge of technical and policy issues in Water Use Efficiency
- Willingness to commit time to prepare for and attend meetings
- Demonstrated ability to work collaboratively to engage and resolve complex public policy issues

- Strong credibility within respective stakeholder group and in broader CALFED stakeholder community

The WUE Subcommittee members will develop their advice through the operating procedure and protocol described below. The WUE Subcommittee will have 15 to 23 members and approximately 8 ex-officio members with the following representation:

- Local Agencies or Councils (total of 6 to 10 members)
 - Agricultural
 - Managed Wetlands
 - Recycling
 - Urban
- Water Conservation and Reuse Organizations (3 members)
 - California Urban Water Conservation Council (CUWCC)
 - Agricultural Water Management Council (AWMC)
 - Water ReUse Association
- Public Interest (total of 8 to 10 members)
 - Environmental Water
 - Environmental Justice
 - Tribes
 - Urban Business (up to 2 members)
 - Agricultural Business (up to 2 members)
- Ex-Officio Members – Although any CALFED agency can join the WUE Subcommittee as ex-officio, the following agencies have expressed interest in serving in this capacity:
 - USBR
 - NRCS
 - DWR
 - SWRCB
 - USFWS
 - EPA
 - CDFA
 - DFG

Allowances

Members will serve without compensation for their services on the WUE Subcommittee.

Committee and Member Terms

The WUE Subcommittee is expected to exist through the end of Stage 1 (the first seven years of CALFED implementation), or until stated objectives have been completed, the subcommittee's work becomes obsolete or the cost of the subcommittee is excessive in relation to the benefits. Each WUE Subcommittee member shall serve for a two-year term; terms will be staggered to avoid gaps in institutional memory. If there is a need to replace an existing WUE Subcommittee member, the broad stakeholder categories – and not a current participant's organization – should be used (along with the selection criteria outlined above) as the pool from which to guide the selection of new members.

Operating Procedure and Decision Protocol

The WUE Subcommittee will be responsible for establishing and periodically reviewing its operating procedures and decision protocol. These procedures will include conflict-of-interest policies, and WUE Subcommittee members will be required to disclose their interests as they relate to water use efficiency discussions. Whenever possible, the WUE Subcommittee will develop advice using a collaborative or consensus-based process. WUE Subcommittee work products may contain minority opinions as necessary. The WUE Subcommittee will report recommendations and advice to BDPAC.

The WUE Subcommittee will rely on the following general protocols to facilitate a collaborative, integrative dialogue:

1. **Commitment to Process.** All participants will seek to accurately represent his or her interests and make a good faith effort to clarify issues under discussion. To that end:
 - The personal integrity, values and legitimacy of the interests of each participant will be respected by other participants.
 - Everyone will participate; no one will dominate. Disagreements will be regarded as problems to be solved rather than battles to be won.
 - Commitments will not be made lightly and will be kept. Delay will not be employed as a tactic to avoid an undesired result.
2. **Meeting Structure.** Only WUE Subcommittee members or their designated alternates will be asked to sit at the table and engage in ongoing discussions. This format is intended to foster a focused dialogue and build understanding from meeting-to-meeting among WUE Subcommittee members. Interested members of the public are invited to attend meetings and comment during the designated times. The WUE Subcommittee will reconsider this policy from time-to-time to determine whether a more informal approach is appropriate.
3. **Information Sharing.** As necessary, WUE Subcommittee members will work together to identify and provide additional information to support the Subcommittee's discussions. Such information will be developed and shared in a timely manner

4. **Contacts with Media.** If the WUE Subcommittee's deliberations attract media attention, WUE Subcommittee members or participants are asked to discuss responses to any media inquiries with the WUE Program Manager and communicate and coordinate with the CALFED Program Public Information Office. WUE Subcommittee participants are asked to present only their own views and not those of other participants.

CALFED staff and resources will be made available for meeting facilitation. CALFED staff will prepare and distribute agendas, supporting documents, and meeting summaries via multiple media sources including email, web page posting and U.S. mail. Staff support will also include production and distribution of advisory statements/documents to the BDPAC and Policy Group. Additional technical support, as determined by the WUE Subcommittee Chairs and in consultation with the WUE Program Manager, may be provided by CALFED agency staff or contractors. These may include preparation of individual analysis, technical context, or review of Committee documents.

WUE Subcommittee members are strongly encouraged to attend all meetings. Each WUE Subcommittee member has the discretion to name a *single, designated* alternate, though the use of alternates should be kept to a minimum. Subcommittee members are expected to: (1) consult the selection criteria in naming an alternate; and, (2) keep his or her alternate fully briefed. The WUE Subcommittee will revisit the use of alternates as necessary.

Members are expected to serve their designated terms, or at the pleasure of the BDPAC. Members appointed to represent particular organizations or interest groups (see "membership" above) should report WUE Subcommittee meeting summaries to their constituencies and provide feedback to the WUE Subcommittee, as necessary, to ensure that effective representation occurs.

Frequency and Location of Meetings

Meeting locations are to be determined by the WUE Subcommittee according to convenience and practicality. The WUE Subcommittee, in consultation with the CALFED Program, may choose to establish a standing meeting location or alternatively, rotate meeting locations to accommodate members in various parts of the State. The WUE Subcommittee shall meet at least twice each year and is expected to meet quarterly.

The WUE Subcommittee shall meet in public and provide notice of meetings and meeting agendas at least 10 days in advance. WUE Subcommittee meeting agendas, supporting materials, and meeting summaries shall be available to the public by request and from the CALFED web site.



March 13, 2002

To: Members, Water Use Efficiency Subcommittee
From: Scott McCreary and Bennett Brooks, CONCUR
Re: Summary: March 6, 2002, Water Use Efficiency Subcommittee Meeting
Cc: Tom Gohring, Water Use Efficiency Program Manager

Below is a brief discussion summary of the first meeting of the Water Use Efficiency Subcommittee, held March 6, 2002, in Sacramento.

I. Background:

The CALFED Bay-Delta Program's August 2000 Record of Decision calls for the creation of a standing stakeholder advisory body for Water Use Efficiency. At its first meeting on December 5, 2001, the Bay-Delta Public Advisory Committee created a Water Use Efficiency (WUE) Subcommittee to foster focused stakeholder discussions on issues related to the CALFED Bay-Delta Program's Water Use Efficiency Element.

II. Participants:

The first meeting of the WUE Subcommittee was held March 6, 2002. The following subcommittee members (or designees) participated in the meeting: Fran Spivy-Weber, Todd Manley, Bill Jacoby, Chris Dundon, Richard Harris, Mike Hollis, Eugene Andreuccetti, Joe Lima, Lloyd Fryer, Mary Ann Dickinson, Cheryl Munoz, Roberta Borgonovo, Roger Reynolds, Stephen Ottemoeller and Bill Miller. Ex-Officio participants included Launa Kiger and Tracy Slavin.

Also in attendance were the following staff and facilitation support members: CALFED Executive Director Patrick Wright, CALFED Deputy Director Wendy Halverson-Martin, CALFED staffer Eugenia Laychak, Virginia Cahill with the State's Attorney General's Office, WUE Program Manager Tom Gohring, and Scott McCreary and Bennett Brooks, with CONCUR.

Finally, about 15 to 20 members of the public attended the meeting.

III. Meeting Materials:

The following meeting materials were provided as handouts:

- Agenda/Discussion Notes
- Description of the Water Use Efficiency (WUE) Subcommittee
- CALFED Water Use Efficiency – WUE at a Glance
- CALFED Water Use Efficiency Subcommittee to BDPAC
- WUE Subcommittee Roster of Standing Members
- CALFED Water Use Efficiency Preliminary Program Implementation Plan

All materials are to be updated, based on the Subcommittee's discussions, and posted on the CALFED web page.

IV. Key Outcomes:

Welcome, Introductions and Background

The meeting – the first of the WUE Subcommittee – began with introductions and a brief overview of the group's purpose. The discussion emphasized several broad themes:

- The WUE Subcommittee is to serve as a body where a broad cross-section of stakeholders can engage the key issues facing the WUE Program, strive for consensus and report the results of its deliberations on to the Bay-Delta Public Advisory Committee for further action. Reports will highlight both areas of consensus and, where applicable, areas of divergent views.
- Subcommittee participants are encouraged to take the lead in providing strong direction to CALFED on WUE-related issues and direction.
- The participation of CALFED's state and federal implementation partners (DWR and USBR), in particular) as active ex-officio members is considered essential to the Subcommittee's effectiveness.
- The WUE Subcommittee offers an opportunity to concentrate not only on CALFED-directed activities, but integrate information related to the many other WUE-focused public and private initiatives.

Following the initial remarks, T. Gohring initiated a review of the Description of the Water Use Efficiency Subcommittee, highlighting the draft nature of the document and encouraging members to recommend revisions. The discussion – and a handful of subsequent e-mails from Subcommittee members – yielded a number of suggested changes. These are:

- Revise and expand the actions-to-be-performed section of the document (page 1) to incorporate more explicit and detailed references to recycling.

- Revise the schedule for forwarding recommendations to the Bay-Delta Public Advisory Committee (page 2) to be consistent with Subcommittee discussions related to the prioritization of its work. (See section on *WUE Implementation Approach* below.)
- Alter the description of Subcommittee operating procedures and decision protocols to:
 - Incorporate general guidelines that support consensus-building deliberations. These suggestions, to be drafted by CONCUR, will focus on such topics as: commitment to process, emphasis on disclosing interests, information-sharing considerations, contacts with media and definition of consensus.
 - Strongly encourage consistent, in-person participation by each Subcommittee member, but allow participants the discretion to name *an* alternate. Subcommittee members agreed that the use of alternates should be kept to a minimum. (One participant, in a post-meeting communication, suggested members be required to attend two out of three meetings.) Meeting participants further stressed that, should alternates be used, it is the obligation of the primary and alternate member to keep each other fully briefed. Any Subcommittee member interested in naming an alternate was asked: (1) to consult the selection criteria in choosing an alternate; and, (2) then forward the person's name and contact information to T. Gohring and B. Brooks.
 - Develop a more detailed approach for handling member terms and folding in new participants. Subcommittee members generally agreed that the broad stakeholder categories – and not a current participant's organization – should be used to guide the selection of new members.
 - Provide more detail regarding conflict of interest provisions, as necessary. (T. Gohring is to consult with Virginia Cahill of the state Attorney General's Office.)

The discussion fleshed out other topics related to the Subcommittee's work, including:

- **Need for additional Subcommittee members.** T. Gohring noted that several spots on the WUE Subcommittee are not yet filled. These include four public interest spots: environmental justice, tribes, urban business and agricultural business. He further noted that the two business spots could be appropriately filled by either users of water or those selling materials and equipment to water users. T. Gohring asked Subcommittee participants to forward candidate names to both him and B. Brooks.
- **Use of Work Teams.** The WUE Subcommittee may opt to use work teams (referred to as "Co-Chair Work Teams") to facilitate more detailed discussions on a particular topic in advance of full Subcommittee deliberations. Such work teams will be conducted consistent with state open meeting guidelines (i.e., noticed and open to the public). As well, the Program Manager may choose to convene informal work teams (referred to as "Staff Work Teams") to help develop concepts for eventual

discussion with the WUE Subcommittee. (The current Urban Certification Ad Hoc Work Group is an example of a Staff Work Team.)

- **Meeting structure.** Participants indicated a preference – at least for the first few meetings – to have only Subcommittee members or their designated alternate sit at the table. This structure, participants said, is intended to help members build a shared understanding and foster focused discussions. F. Spivy-Weber suggested that the group consider more informal protocols should public attendance at the Subcommittee meetings diminish significantly in the future.

The draft description will be updated to reflect these comments and posted on the CALFED web page.

WUE Program and Related Updates

T. Gohring introduced the Program Update discussion, noting that all Subcommittee meetings will include a portion of the agenda dedicated to both CALFED WUE Program Updates (keyed to program finance and tracking, implementation, and science and assurances) and other related, but non-CALFED-led activities.

The bulk of the conversation focused on the WUE finance plan, with Subcommittee members voicing strong interest in receiving and discussing detailed information on Program funding status and outlook. More specifically, participants expressed interest in better understanding:

- WUE funding, categorized both by program type and funding source
- WUE funding, as it relates to achieved or expected results (including expected conservation savings)
- Funding for non-CALFED, conservation-related activities.
- WUE funding, as part of the overall CALFED funding picture

Participants recommended convening a Co-Chair Work Team to further discuss program financing and prepare recommendations for consideration by the full Subcommittee. Participants further agreed to forward to T. Gohring relevant information regarding the issues outlined above. T. Gohring noted that his Program does not at this time have the staffing necessary to support such a thorough overview. Further discussion is required to identify an effective strategy for moving forward with this topic.

Subcommittee members provided several updates related to water use efficiency. They included legislative updates related to recycling (AB 2365 and AB 331), urban conservation measures (AB 2734), agricultural conservation funding (federal Farm Bill) and water bond measures. F. Spivy-Weber agreed to provide a bond update at the next WUE Subcommittee meeting. She further asked that – for future meetings – Subcommittee participants provide written updates in advance to T. Gohring and B. Brooks for inclusion in the read-ahead packet.

Focus Topic: WUE Implementation Approach

T. Gohring provided an overview of the Water Use Efficiency Program's Implementation Approach, highlighting the eight main tasks to be carried out by CALFED and its implementation partners. Those tasks are: loans, grants, oversight and coordination, technical assistance, research, measurement and assurances, urban BMP certification and monitoring and adaptive management.

Meeting participants focused the bulk of their discussions on refining the Subcommittee's timeframe for engaging key WUE issues and forwarding them to the Bay-Delta Public Advisory Commission for its consideration. Based on information needs, Program resources and ROD commitments, WUE Subcommittee participants agreed to put forward a one-page overview outlining the five following issues as meriting full discussion within the BD-PAC (*the timeframe for forwarding WUE Subcommittee guidance to the BD-PAC is provided in italics*):

- WUE Finance Proposal (*by December 2002*)
- Agricultural WUE Milestones and Assurances (*by July 2002*)
- Consensus Definition of Appropriate Measurement of Water Use (*by December 2002*)
- Draft Urban Certification Process/"Framework" (*by July 2002*)
- Approach for Integrating WUE with CALFED's Science Program and Water Management Strategy (*December 2002*)

As part of its review of the WUE Implementation Approach, the Subcommittee also considered several additional topics. These included:

- Luana Kiger provided a detailed briefing on the status of the Department of Water Resources' (DWR) loans and grants. Among the updates: The current round of grant/loan funding elicited 116 proposals totaling \$79,984,662 for Prop 13 urban water conservation; 24 proposals totaling \$2,130,419 for Prop 13 agricultural feasibility study grant proposals; and, 70 proposals totaling \$45,416,124 for DWR WUE unfunded program. A draft list of projects recommended for funding is expected to be available by June 1, 2002.
- T. Gohring provided brief updates on several ongoing WUE program activities, including:
 - **Urban Certification.** T. Gohring has convened a facilitated Staff Work Group to assist him in developing a broadly supportable urban certification framework by the end of May. The Work Group – consisting of urban water suppliers, environmental representatives and agency partners – is focused on identifying workable elements of an urban certification framework. Issues regarding implementation are to be considered by the Bay-Delta Public Advisory Committee and the CALFED Policy Group, where topics related inter- and intra-program balance can be considered.
 - **Agricultural WUE Assurances.** T. Gohring convened a facilitated Staff Work Group last year to assist him in developing a broadly supportable approach to agricultural assurances and milestones. The recommended approach,

developed in the discussions, is driven primarily by the Program's emphasis on quantifiable objectives. The next step is for the approach to be vetted more broadly with interested stakeholder communities; DWR is currently planning to conduct such workshops throughout the state. T. Gohring suggested that the Subcommittee may wish to consider the Program's proposed approach to Urban and Agricultural assurances at the same time, since both are addressing the broad question of: "What is desirable, effective, expected?"

- **Appropriate Measurement.** Consistent with the ROD, the WUE Program is currently convening an independent review panel to help it develop a definition of appropriate measurement as it relates to agricultural water use. The Panel, consisting of six panelists, has met twice already; the third and final panel deliberation is expected to take place in July 2002. Subcommittee members strongly recommended that the WUE Program move quickly to initiate discussions related to urban water use, given that the topic may necessitate extensive discussions.

Participants expressed interest in using Co-Chair Work Groups to precede the full group's deliberations on the topics described above. The exact structure and sequencing of work groups will necessitate further discussion, given staffing constraints and open-meeting law considerations.

The Subcommittee did not have time to discuss all elements of the WUE Implementation Plan. Accordingly, T. Gohring suggested that additional briefings on other key implementation tasks be discussed at the next WUE Subcommittee meeting.

Public Comment

Vicki Murphy, with the Family Water Alliance, was the only public commenter. She urged the CALFED Bay-Delta Program not to take any steps that undermine the agricultural communities' ability to contribute to the local and national economy and, in particular, called on the Program to alter its "over-emphasis:" of environmental and urban needs over agriculture.

V. Next Steps:

Based on the discussions, participants agreed to a series of next steps intended to facilitate the WUE Subcommittee's deliberations. Specific next steps are outlined below.

Meeting Schedule:

Subcommittee members agreed to hold the next meeting on Monday, June 24, from 9:30 a.m. to 2:30 p.m., in Sacramento. The meeting timing is intended to ensure the Subcommittee's deliberations can be considered at the Bay-Delta PAC's September meeting. A detailed agenda will be developed at a later date, but Subcommittee members have already suggested the following topics for discussion:

- Overview of WUE budget
- Update on legislative/bond initiatives

- Review remaining elements of WUE Implementation Approach
- Discuss proposed approach to urban certification/ag assurances

Co-Chair Work Groups:

Subcommittee members expressed strong interest in setting up Co-Chair Work Groups to discuss in greater detail topics related to WUE Program financing, urban certification and agricultural assurances, and appropriate measurement. As noted above, however, the exact timing and structure of any Work Group necessitates further consideration, given resource constraints and open-meeting requirements.

Information to be developed by Subcommittee Members:

Meeting participants agreed to undertake the following in support of the Subcommittee's efforts:

- Provide the name and contact information for alternates. This information is to be provided to T. Gohring and B. Brooks by Friday, March 22.
- Provide suggested names and contact information for the remaining Subcommittee vacancies. This information is to be provided to T. Gohring and B. Brooks by Friday, March 22.
- Provide feedback on the Program Implementation Plan distributed at the meeting. This information is to be provided to T. Gohring and B. Brooks by Friday, March 22.
- Provide information on related work group affiliations. To facilitate the Subcommittee's effort to integrate various conservation-related efforts, Subcommittee members agreed to provide a list of WUE-related work groups each is affiliated with. This information is to be provided to T. Gohring and B. Brooks by Friday, March 22.
- Circulate information related to the federal Farm Bill. (To be handled by Steve Ottemoeller).
- Provide WUE-related updates to T. Gohring and B. Brooks in advance of the next meeting. To ensure this information can be distributed in advance of the meeting, any update should be submitted not later than June 12.

Information to be prepared for Subcommittee Members:

- Distribute updated WUE Subcommittee roster. The roster will be updated to include, where applicable, designated alternates.
- Distribute updated WUE Subcommittee description. The update will include recommended language changes discussed during the March 6 meeting, as well any guidance offered by the Attorney General's Office on conflict-of-interest language.

- Distribute the following WUE-related materials: CALFED Annual Report; and, information on past grant rounds, including expected results.
- Develop and distribute a format for Subcommittee members to gather and organize funding information related to WUE-related activities. This material is intended to help staff prepare a more detailed finance proposal.

These materials will be distributed to Subcommittee members – and posted on CALFED’s web page – in the next several weeks.